



City Administrator's Weekly Report

Week Ending August 21, 2015

CITY ADMINISTRATOR UPDATE:

A. Upcoming City Council Meeting(s)

Note: The agenda is available on the City's website approximately 72 hours before the meeting. Unless otherwise noted, all meetings are held in City Council Chambers at City Hall. The upcoming meeting is:

- *Tuesday, August 25, 2015 – City Council Regular Meeting at 6:00 p.m.*

B. Meetings Attended

During the week, I attended and participated in the following meetings:

- *Monday, August 17th – Met with Arnold Dollase, CAEDC Executive Director, to discuss various economic development issues.*
- *Wednesday, August 19th – Met with Bob Cohen, Chief Executive Officer for CommZoom LLC along with Larry Heinrich, Public Works Director, to discuss potential sites for a proposed "hut" in Castroville.*
- *Wednesday, August 19th – Met with Jeff Gardner, Mayor, to review the draft Agenda for the August 25th City Council Regular Meeting.*
- *Thursday and Friday, August 20th and 21st – Attended a Public Funds Investment Act Workshop in San Antonio, which attendance was made mandatory by the Act for certain public officials every two years.*

C. Topics of Interest and Update(s)

- ***Wastewater Treatment Plant Expansion:*** Freese and Nichols, Inc., the City's engineer for this project, has completed Phase II, which is design up to twenty-five (25%) percent. The Phase III design, which would involve the remaining design and bid process, has not commenced due to FNI's proposed cost and estimated time line for project completion. With Council member Phil King's assistance, the City Administration was introduced to a representative from **CEC Engineering Consultants**. After discussing the project with him, the Firm has offered to provide the City with up to forty hours of pro-bono engineering in order to review the project and to offer suggestions on Phase III issues mentioned earlier.
- ***CommZoom:*** CommZoom, Castroville's cable provider, has approached the City Administration and expressed an interest in locating a "hut" (12' by 28' structure) on City property, which would allow them to have redundancy between their system here and in Hondo. As noted earlier, a meeting between the City Administration and CommZoom representatives was held, and resulted in four (4) potential sites being identified. After the meeting, I prepared an agenda report for the August 25th meeting, which asks the City Council if they (1) wish to lease City property to CommZoom LLC, and if so, (2) what site do they wish CommZoom

LLC to potentially lease. Should the City Council wish to move forward; then, the City Administration would work with CommZoom LLC representatives to negotiate a tentative lease, and bring it back to the City Council for its consideration, and action.

- ***City Hall Telephone System:*** HTS Voice and Data Systems installed the new wiring for the telephone system during this period. Additionally, they received the new telephone hardware, and commenced programming the telephones. Once the new telephones are installed, they will remove the old wiring throughout City Hall.

WEEKLY UPDATES FROM DEPARTMENT HEADS:

- ***FY 2016 Budget and Proposed Tax Rate:*** The Administrative Services Director reports that the first and second public hearings on the proposed tax rate are scheduled for August 25th and September 1st, 2015, respectively. Additionally, the public hearing for the FY 2016 Proposed Budget is scheduled for September 1st as well.
- ***Corner Store:*** The Community Development Director reports that the Contractor is currently constructing the retention ponds and the building.
- ***Sign Ordinance:*** The Community Development Director reports completing the draft Sign Ordinance, and he has placed it on the Agenda for the August 25th Regular Council Meeting.
- ***Regional Park Wi-Fi:*** The Public Works Director reports that the contractor completed the installation of equipment for the new Wi-Fi System at the Park.
- ***Water Line Replacement:*** The Public Works Director reports that KSA Engineering, who is engineering the Water Line Replacement Project, anticipates opening the bid on November 5, 2015; awarding the bid on November 24, 2015; commencing construction on February 1, 2016 and completing the project by December 2016.
- ***East Side Lift Station:*** The Public Works Director reports that KSA Engineering, who is engineering the East Side Lift Station Project, anticipates opening the bid on January 21, 2016; awarding the bid on February 9, 2016; commencing construction on May 1, 2016 and completing the project by December 2016.
- ***Police Department Activity:*** The Police Chief reports that the Department had 35 service calls, and issued 105 citations and/or warnings during this period.

ATTACHMENTS:

- Texas State Library Archives Commission correspondence dated August 19, 2015, regarding the Castroville Public Library accreditation for Fiscal Year 2016.

- Medina County's Certified Appraisal Roll for the City of Castroville for 2015 dated July 30, 2015.
- FNI's General Engineering Status Report dated August 17, 2015.
- FNI's Wastewater Treatment Plant Expansion Status Report dated August 20, 2015.
- PD's Weekly Animal Control Report for August 13-19, 2015.
- PD's Weekly Code Violation Report for August 18-21, 2015.



August 19, 2015

Dear Regina Reed:

This letter serves as the official notification that Castroville Public Library has been accredited and will be a fully qualified member of the Texas Library System for State Fiscal Year 2016: September 1, 2015 through August 31, 2016.

The library is eligible for participation in the TexShare card program, the TexShare databases, statewide interlibrary loan program (ILL), and the federal E-Rate program. The library is also eligible to apply for our competitive grants. More information may be found on the following webpages:

Accreditation Rules	http://tinyurl.com/TxAccreditationCriteria
TexShare	http://www.tsl.texas.gov/texshare/
ILL	https://www.tsl.texas.gov/landing/ill.html
E-Rate	https://www.tsl.texas.gov/ld/funding/usf.html
Competitive Grant Programs	https://www.tsl.texas.gov/ld/funding/index.html

All of the information from the 2014 Annual Reports has been published on our website, and can be accessed here: <https://www.tsl.texas.gov/ld/pubs/pls/index.html>. The Annual Report Planning Calculator, which includes your library's Maintenance of Effort (MOE) and preliminary population assignment, will be available on our website this Fall. We will send out an email to you when it is posted.

If our office may be of assistance to you in any way, please contact me (smalek@tsl.texas.gov, 512-463-5532), or Valicia Greenwood (vgreenwood@tsl.texas.gov, 512-463-5466), or through our Texas-only toll free number, 800-252-9386.

The Texas State Library and Archives Commission staff congratulates you on your library's accreditation.

Sincerely,

Stacey L. Malek
Program Coordinator
Library Development & Networking Division

Lorenzo de Zavala
State Archives and
Library Building

1201 Brazos Street
Austin, Texas
78701

P.O. Box 12927
Austin, Texas
78711-2927

www.tsl.texas.gov

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Director and Librarian
Mark Smith

Assistant State Librarian
Edward Seidenberg

TSLAC

*Preserving yesterday,
informing today,
inspiring tomorrow.*

STATE OF TEXAS

COUNTY OF MEDINA

PROPERTY TAX CODE, SEC. 2601

CERTIFIED APPRAISAL ROLL FOR **CITY OF CASTROVILLE** FOR 2015

I, Johnette L. Dixon, Chief Appraiser for the Medina County Appraisal District, do solemnly swear that I have made or have caused to be made a diligent inquiry to ascertain that all property with district subject to appraisal for tax purposes has been made. Also, I have included in the certified value totals for all property that I am aware of for this taxing entity, as required by law. I do hereby certify a Net Taxable Value of \$186,950,584 for the City of Castroville.

July 30, 2015
(DATE)


CHIEF APPRAISER

Real/Personal Property	\$186,063,994
Mineral/Utilities	\$ 886,590

Approval of the Appraisal Records by the Medina County Appraisal Review Board
occurred on the 17th day of July, 2015

Assessment Roll Grand Totals Report

MEDINACAD

Tax Year: 2015 As of: Certification

CCA - City of Castroville

Number of Properties: 1622

Land Totals

Land - Homesite	(+)	\$33,995,120		
Land - Non Homesite	(+)	\$24,973,590		
Land - Ag Market	(+)	\$2,247,260		
Land - Timber Market	(+)	\$0		
Land - Exempt Ag/Timber Market	(+)	\$0		
Total Land Market Value	(=)	\$61,215,970	(+)	\$61,215,970

Improvement Totals

Improvements - Homesite	(+)	\$92,200,356		
Improvements - Non Homesite	(+)	\$37,067,500		
Total Improvements	(=)	\$129,267,856	(+)	\$129,267,856

Other Totals

Personal Property (239)		\$9,769,302	(+)	\$9,769,302
Minerals (0)		\$0	(+)	\$0
Autos (0)		\$0	(+)	\$0
Total Market Value	(=)	\$200,253,128		\$200,253,128
Total Homestead Cap Adjustment (29)			(-)	\$542,966
Total Exempt Property (30)			(-)	\$4,731,140

Productivity Totals

Total Productivity Market (Non Exempt)	(+)	\$2,247,260		
Ag Use (10)	(-)	\$15,880		
Timber Use (0)	(-)	\$0		
Total Productivity Loss	(=)	\$2,231,380	(-)	\$2,231,380
Total Assessed	(=)		(=)	\$192,747,642

Exemptions

(HS Assd 101,113,120)

(HS) Homestead Local (673)	(+)	\$0		
(HS) Homestead State (673)	(+)	\$0		
(O65) Over 65 Local (287)	(+)	\$2,746,417		
(O65) Over 65 State (287)	(+)	\$0		
(DP) Disabled Persons Local (24)	(+)	\$219,080		
(DP) Disabled Persons State (24)	(+)	\$0		
(DV) Disabled Vet (43)	(+)	\$444,000		
(DVX/MAS) Disabled Vet 100% (16)	(+)	\$2,383,096		
(HB366) House Bill 366 (15)	(+)	\$4,465		
Total Exemptions	(=)	\$5,797,058	(-)	\$5,797,058
Net Taxable (Before Freeze)	(=)		(=)	\$186,950,584

Assessment Roll Grand Totals Report

MEDINACAD

Tax Year: 2015 As of: Certification

*** O65 Freeze Totals

Freeze Assessed	\$37,540,011
Freeze Taxable	\$33,981,108
Freeze Ceiling (266)	\$107,018.36

*** O65 Transfer Totals

Transfer Assessed	\$0
Transfer Taxable	\$0
Post-Percent Taxable	\$0
Transfer Adjustment (0)	\$0

Freeze Adjusted Taxable (Net Taxable - Freeze Taxable - Transfer Adjustment)	(=)	\$152,969,476
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*** DP Freeze Totals

Freeze Assessed	\$2,630,502
Freeze Taxable	\$2,165,572
Freeze Ceiling (23)	\$8,272.16

*** DP Transfer Totals

Transfer Assessed	\$0
Transfer Taxable	\$0
Post-Percent Taxable	\$0
Transfer Adjustment (0)	\$0

Freeze Adjusted Taxable (Net Taxable - Freeze Taxable - Transfer Adjustment)	(=)	\$150,803,904
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STATUS REPORT



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PROJECT NAME: City Engineering Services **PROJECT NO.:** CVL14155
TO: Mr. Mark Roath, City of Castroville **TIME PERIOD COVERED:** July 2015
FROM: Mr. Richard Kelley, P.E.
Ms. Rikki Anderson, P.E., PMP **DATE:** August 17, 2015

SUMMARY OF WORK (From July 1, 2015 through July 31, 2015):

PHASE 0001 - GENERAL ENGINEERING

- Tracked ongoing tasks and issued and responded to general correspondence
- Researched IBC sprinkler requirements for commercial developments at request of the Director of Community Development and responded with findings via email on 07/24/15

PHASE 0015 - ALSATIAN OAKS COORDINATION

- At City's request, reviewed meeting notes and looked into status of action items on 07/23/15
- Reviewed Cude Engineers residential water demand calculations sent on 07/31/15. FNI's response was for Cude to provide the basis (assumptions) for their calculations.
- Status:
 - o FNI will review Cude's assumptions for the water demand calculations.

BILLING SUMMARY

Project Description	Amount
Phase 0001 - General Engineering:	
General File Maintenance, Communication	\$278.00
IBC Sprinkler Investigation	\$139.00
Phase 0015 - Alsatian Oaks Coordination	\$347.50
INVOICE TOTAL	\$764.50

UPCOMING TASKS AND DELIVERABLES:

No upcoming tasks or deliverables associated with this contract.

UPCOMING MEETINGS:

No upcoming meetings associated with this contract.



JULY 2015 STATUS REPORT



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CASTROVILLE

The Little Alsace of Texas



PROJECT: Funding and Environmental Assistance for WWTP Expansion **DATE:** 8/20/2015
PROJECT NO: CVL14261
TO: Mark Roath
FROM: Trooper Smith
CC: Larry Heinrich, Mike Schmidt, Coby Gee, Richard Kelley, Rikki Anderson

SUMMARY OF WORK

- **Task Authorization 2**
 - Finalized EID for Public Comment and Submittal to TWDB
 - Submitted EID Public Notice for inclusion in Castroville Bulletin

UPCOMING TASKS, DELIVERABLES AND PROJECT SCHEDULE

- Submit EID to TWDB for review in September 2015

UPCOMING MEETINGS

- EID Public Meeting – September 9, 2015 at 1:00 pm

NEEDS FROM CITY

- None

CITY OF CASTROVILLE
Little Alsace of Texas
1209 FIORELLA STREET



CASTROVILLE, TEXAS 78009
(830) 931-4090
FAX (830) 931-6373

Weekly Animal Control Report

August 13 - August 19, 2015

Number of Animal Control Calls	15
Number of Dogs Picked Up	6
Number of Dogs Returned	0
Number of Dogs Euthanized/Died in Shelter	2
Number of Dogs Adopted/Released to FCAC	2
Number of Wild Animals Trapped	0
Number of Animal Bites	0
Dead Animals	1
Citations Written	0
Warnings Written	0
TNR	3
Number of Cats Picked Up	8
Number of Cats Returned	0
Number of Cats Euthanized/Died in shelter	0
Number of Cats Adopted/Released to FCAC	0

ACO Comments: 167.4 miles driven

MELISSA SMITH, ANIMAL CONTROL OFFICER

DATE

CITY OF CASTROVILLE
Little Alsace of Texas
1209 FIORELLA STREET



CASTROVILLE, TEXAS 78009
(830) 931-4090
FAX (830) 931-6373

Weekly Code Violation Report

AUGUST 18, 2015 - AUGUST 21, 2015

Number of new Code Violations Located (Total)	4
Junked Vehicles	0
High Weeds/ Grass	2
Trash/ Junk in yard	0
Pole Signs removed/ City signs replaced	0
Number of locations back in compliance	4
Number of letters sent out	1
Number of follow ups to COVs	6
Citations Written	0
Animal Control calls	0
Zoning violations	0

Corporal A. Skolweck #303

DATE

